

**1. System Advisory Notice #3** is being issued to address the status of testing and fielding the 1% retro pay adjustment for FWS and NAF and to answer additional questions received since the last SAN was issued.

**2. Status of FWS/NAF Pay Tables.** As you know, the FWS and NAF pay tables have been received by Lockheed and were being loaded to SQT on Tuesday, Apr 8, for testing purposes. CPMS will verify that all pay tables have been loaded to SQT. Additional information regarding which tables changes and how they changed will be included in our next advisory once the FWS testing has been completed.

**3. Status of Testing.** CPMS plans to start testing the FWS pay adjustment today. We will notify the components when the Mass Salary runs have completed, and provide a spreadsheet with the control records so that each component can assist in validating the test results (NPA, pay500, and new salary). **PLEASE DO NOT kick off any mass salary runs at the component level at this time as we have set up specific scenarios to validate the 1% locality increase.**

**4. Questions and answers** since the last advisory:

**Question:** Does payroll have any issues/problems on receiving 2 pay500s for NOA 894 effective the same date?

**Answer:** We double checked with payroll and they answered that they will accept the second 894 pay500 effective the same date without a problem.

**Question:** When an individual transfers/CAOs (region to region DCPDS), their hire date used to be based on the effective date entered on RPA. The system would not allow a reconstruct action because the system would not allow the reconstruct process due to the hire date not being prior to the actions requiring corrections. To fix this problem, a new CAO /Transfer interagency process was implemented in February 2003. The new process creates a pseudo assignment beginning with SCD leave date of the employee. Since the employee's record will reflect the employee's SCD date as the hire date, we are concerned that when the gaining region executes the second 894 to implement the 1% locality increase, it will select those records that transferred in to the gaining region after January 12<sup>th</sup>. For example,

- The original pay adjustment (894) was run on the Air Force data base effective January 12, 2003
- Air Force employee transferred to Army on 3/1/2003. The CAO/Inter Agency Transfer process created a pseudo assignment effective 4/15/76 through 02/28/2003 (employee's SCD date)

**Answer:** When the second 894 is executed to implement the 1% locality adjustment, employees who transferred to other regions since January 12<sup>th</sup> will not be picked up in the mass salary executions at the gaining region. The reason for that is even though there is a pseudo assignment created for the employee in the CAO action, there is no position associated with the pseudo assignment and an RPA cannot be created during the mass salary executions.

**Question:** Many of the CPACS/REGIONS are getting calls on the DFAS e-mail about the retro 1%. Can you ask DFAS to clarify their memo and indicate that FWS employees may START getting their retro 1% on the 1 May pay check, but that they should not contact the CPAC with pay problem issues until after 5 June (or some date like that) in order to give CPOCs and DFAS time to process the corrections to intervening actions.

**Answer:** This question was sent to DFAS and this is their reply: "We (DFAS) are expecting to receive the main influx of FWS retro actions beginning on or after 11 April. We will process all the FWS actions, including the retro pay periods, during the pay period we receive them, anticipated to be pay period ending 19 April. That being said, we understand the comment from Army about having to process corrections to intervening actions. However, as long as we process what we have upon receipt from personnel, we do not believe it is necessary for DFAS to publish guidance to employees telling them it may be as late as June before HRO gets all of their part done. The guidance provided by DFAS clearly indicates that the personnel actions must be received and processed before all the retro pay will be paid."

DFAS and CPMS are very much aware that components have a tremendous workload ahead in the processing of the retro 1% and corrections to intervening actions. The guidance and timelines that have been issued to date cannot account for all the scenarios that may arise. Each component/CPAC/ REGION should review their workload (number of intervening actions to be corrected, etc) to determine approximately when they can complete all the personnel actions. The schedule issued by CPMS should also be considered in that determination. Based on all of this information, it is up to each component/CPAC/region to send out their own advisories to their activities/managers/employees advising when employees may expect to receive their increases and any further instructions that the components feels are necessary.

5. If you have any questions or concerns, please send an email to Mitzy Taylor and Vickie Chanza. Your questions will be reviewed, answered, and provided to all in the next advisory. For Demo questions, the email should be addressed to Cathy Russell and Janet Hernandez, cc Mitzy and Vickie. For Pay Tables questions, the email should be sent to Linda Moy.